





NOTICE OF CONTRACT EXTENSION

State Of Missouri
Office Of Administration
Division Of Purchasing
PO Box 809
Jefferson City, MO 65102-0809
<http://oa.mo.gov/purchasing>

MISC
B3216031

CONTRACT NUMBER C316031006	CONTRACT TITLE Foster Care Case Management
AMENDMENT NUMBER Amendment #006	CONTRACT PERIOD October 1, 2018 through September 30, 2019
REQUISITION/REQUEST NUMBER NR 886 DFA19000033	SAM II VENDOR NUMBER/MissouriBUYS SYSTEM ID 4315675000 1/MB00092848
CONTRACTOR NAME AND ADDRESS OUR LITTLE HAVEN SERVICE AGENCY 4316 LINDELL BLVD SAINT LOUIS MO 63108	STATE AGENCY'S NAME AND ADDRESS Department of Social Services Children's Division Post Office Box 88 Jefferson City MO 65102
ACCEPTED BY THE STATE OF MISSOURI AS FOLLOWS: Contract C316031006 is hereby amended pursuant to the attached Amendment #006 dated 09/05/18.	
BUYER Julie Kleffner	BUYER CONTACT INFORMATION Email: julie.kleffner@oa.mo.gov Phone: (573) 751- 7656 Fax: (573) 526-9816
SIGNATURE OF BUYER 	DATE 9-10-18
DIRECTOR OF PURCHASING  Karen S. Boeger	



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING
CONTRACT EXTENSION

AMENDMENT NO.: 006
CONTRACT NO.: C316031006
TITLE: Foster Care Case Management
ISSUE DATE: 9/4/18

REQ NO.: NR 886 DFA19000033
BUYER: Julie Kleffner
PHONE NO.: 573-751-7656
E-MAIL: Julie.Kleffner@oa.mo.gov

TO: OUR LITTLE HAVEN SERVICE AGENCY
4316 LINDELL BLVD
SAINT LOUIS MO 63108

RETURN AMENDMENT BY NO LATER THAN: 9/18/18 AT 5:00 PM CENTRAL TIME

RETURN AMENDMENT TO THE DIVISION OF PURCHASING (PURCHASING) BY E-MAIL, FAX, OR MAIL/COURIER:

SCAN AND E-MAIL TO:	Julie.Kleffner@oa.mo.gov
FAX TO:	(573) 526-9816
MAIL TO:	PURCHASING, P.O. Box 809, Jefferson City, Mo 65102-0809
COURIER/DELIVER TO:	PURCHASING, 301 West High Street, Room 630, Jefferson City, Mo 65101-1517

DELIVER SUPPLIES/SERVICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

Department of Social Services
Children's Division
Post Office Box 88
Jefferson City MO 65102

SIGNATURE REQUIRED

VENDOR NAME	MissouriBUYS SYSTEM ID (SEE VENDOR PROFILE - MAIN INFORMATION SCREEN)
OUR Little Haven Service Agency	4315675001
MAILING ADDRESS	
4316 LINDELL BLVD	
CITY, STATE, ZIP CODE	
SAINT LOUIS, Mo 63108	

CONTACT PERSON	EMAIL ADDRESS
MICHAEL J. FITZGERALD	mfitzgerald@ourlittlehaven.org
PHONE NUMBER	FAX NUMBER
314-533-2229 ext 284	314-533-3098
VENDOR TAX FILING TYPE WITH IRS (CHECK ONE)	
<input type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> State/Local Government <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input checked="" type="checkbox"/> IRS Tax-Exempt	
AUTHORIZED SIGNATURE	DATE
Michael J. Fitzgerald	09/05/2018
PRINTED NAME	TITLE
Michael J. Fitzgerald	DIRECTOR

AMENDMENT #006 TO CONTRACT C316031006

CONTRACT TITLE: Foster Care Case Management

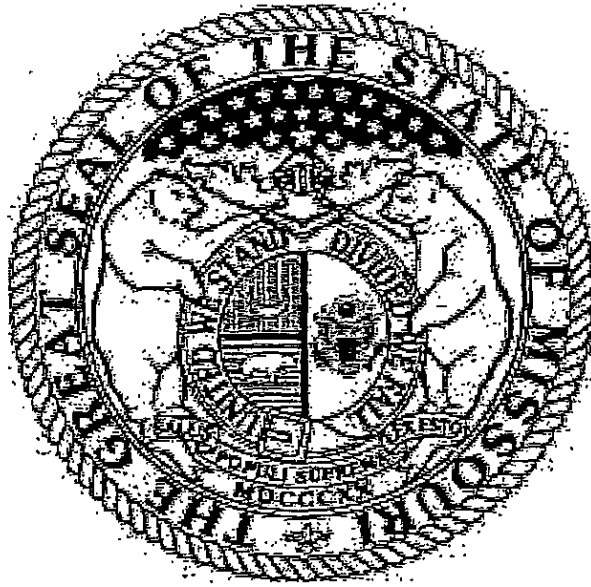
CONTRACT PERIOD: October 1, 2018 through September 30, 2019

The State of Missouri desires to extend the above referenced contract at the same prices as the previous contract period.

Efforts are underway to replace the above referenced contract but are unfinished. As a result, the State of Missouri desires to extend Contract C316031006 at the same prices as the previous contract period in order to provide continuing and uninterrupted contract services.

All other terms, conditions and provisions of the contract shall remain the same and apply hereto.

The contractor shall signify acceptance by signing and returning this document on or before the date indicated.





State of Missouri
OFFICE OF ADMINISTRATION

Division of Purchasing
Contract Amendment Documentation

The following documentation consists of additional contract amendment documentation. The additional contract amendment documentation is not a part of the official contract amendment, but provides supporting information for the official contract amendment.

MEMORANDUM

Office of Administration
Division of Purchasing

TO: Karen Boeger
THROUGH: Cindy Stanford 
THROUGH: Stacia Dawson
FROM: Julie Kleffner 
DATE: September 4, 2018
RE: Extension of the Foster Care Case Management Contracts,
C316031001 through C316031007

The Department of Social Services (state agency) has requested the Foster Care Case Management Contracts, C316031001 through C316031007, be extended for twelve (12) months, October 1, 2018 through September 30, 2019 to allow for the re-bid process. Please refer to the attached e-mail from Wade McDonald explaining the need for the one-year extension.

The solicitation process for the current contracts spanned a 12-month period. After the award of the contracts, five (5) protests were received. Based upon the need to the impact to children and their families, the need for consistency of performance measurements, the time required for the solicitation process, and time to respond to any potential protests, it appears a twelve-month extension is warranted.

Therefore, because these are essential services that must continue until the new procurement process is complete; I am requesting permission to process the contract extensions pursuant to section 34.045, RSMo.

Kleffner, Julie

From: McDonald, Wade S
Sent: Tuesday, September 4, 2018 12:12 PM
To: Kleffner, Julie
Subject: C316031001-007

Julie

NR 886 DFA19000033 has been submitted to extend contracts C316031001-007 through 9/30/19. This extension is requested to allow time for the rebid of these contracts as well as allow proper transition to the new contracts when they are awarded.

Historically, the solicitation process for FCCM has required extra time to address the complexities of the services and respond to protests. This extension will allow time for the rebid process and any contract follow-up that will be necessary after new contracts are awarded.

The extension will also allow The Department of Social Services to establish a plan designed to reduce the number of children and families impacted in the event cases served under the contract need to be transitioned between contractors. Transitioning a single case between contractors disrupts case activities and can delay opportunities for the case to exit services. Transitioning a large number of cases at one time amplifies the disruption and it takes even longer for services to stabilize and continue. When the current contracts were awarded, approximately 1/3 of the cases served under the contract required transition between contractors due to new caseloads awarded. Due to timing of the contract award, only a short transition time was available and a large number of these cases experienced delays associated with case transition. A longer transition time will allow fewer cases to be impacted by new contract awards.

Continuing the contract through 9/30/19 also allows the contract measures to continue to be measured as they have been since 2005 when the first contract was awarded. DSS submits an annual report to the legislature comparing the year to year results of the contract. Consistent measurement periods are important when measuring the success or breakdowns of a program. In addition to consistency, these contracts are designed to incentivize contractor results in accordance with 13 CSR 32.020. A contract extension with a different timeframe impacts the outcome measures and the contractor's opportunities to achieve contract milestones and receive incentive payment. Likewise, working through different measuring periods is not something that is currently mechanized. Developing new measuring process to accommodate a different contract timeframe will cost DSS a substantial amount of time and resources.

DSS acknowledges that we are delayed in providing and updated RFP draft to DPM. The new draft RFP is progressing and will be provided to the Division of Purchasing within the next week or two. Part of the work on the draft RFP has been working with the current contractors to identify strategies to mitigate the concerns related to case transitions due to contract award. This may impact the contract award language in the RFP. Likewise, child welfare practice has evolved which requires revisions to the RFP requirements. While some of the practice updates are still pending, the RFP requires adjustment to ensure consistent child welfare practice throughout the state. These changes are being incorporated into the draft RFP and final touches are pending.

Once the final changes are incorporated, the RFP will be submitted through internal reviews in line with the new purchasing processes and completion of the Quarter Million Dollar Worksheet.

Please let me know if you have any questions.

Thank you

Wade McDonald, MPA

Procurement Manager

Missouri Department of Social Services

Division of Finance and Administrative Services

573-751-7261 (phone)

573-526-4678 (fax)

Wade.S.McDonald@dss.mo.gov

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1. Indicate Contract Amendment Type		2. Preliminary Tasks/Verifications		3. Prepare Contract Amendment Award Document/Statewide Notice		4. Review/Approve Contract Amendment Award Document		5. Process Contract Amendment		6. Log Participation Commitment Information		7. Image Contract Amendment Packet	
RENEWAL:	PERIOD OF	TOTAL											
<input type="checkbox"/> Renewal - % Increase	<input type="checkbox"/> Cost Savings												
<input type="checkbox"/> Renewal - \$ Increase	<input type="checkbox"/> Cost Savings												
<input type="checkbox"/> Renewal - W/O Increase													
<input type="checkbox"/> SFS Renewal - Prices In Original Contract													
<input type="checkbox"/> SFS Renewal - Prices Not in Original Contract													
EXTENSION PERIOD:													
<input type="checkbox"/> Extension - 30-Day													
<input type="checkbox"/> Termination													
<input type="checkbox"/> Extension - \$ Increase			Cost Savings										
<input checked="" type="checkbox"/> Extension - W/O Increase			1 year										
<input type="checkbox"/> Assignment													
<input type="checkbox"/> Cancellation/Termination													
<input type="checkbox"/> Other Amendment													
Performance Security Deposit:			\$										
Surety Bond:			\$										
Annual Wage Order Number:													
Annual Wage Order Date:													
County(ies):													
Other Instructions:													
A. Section 34.040.6, RSMo			Buyer/Section Support			JK			9-4-18				
B. Purchasing Suspension List			Buyer/Section Support			JK			9-4-18				
C. Federal Suspension - SAM.GOV			Buyer/Section Support			JK			9-4-18				
D. Labor Stds - OA/FMDC Contractor Debarment Lists			Buyer/Section Support										
E. Review of Participation Commitment Attainment - If app, Verify Receipt of 1 st Renewal - Blind/Shel Wkshp Affidvt			Buyer			JK			9-4-18				
F. SFS Review/Justification - Insert Advertising Date, if applicable			Buyer			JK			9-4-18				
G. Prepare Contract Amendment Award Document/Statewide Notice			Buyer/Section Support			JK			9-4-18				
H. Review/Approve Contract Amendment Award Document			Buyer										
I. Initial Date			9/4			9-4-18			12/3			9-5-18	
J. Mail/Email Contract Amendment (If Signature Required)			Buyer/Section Support			DT			9-5-18				
K. Contractor E-Mail Address/Fax Number			mike.dahlinger@ourlittlehaven.org										
L. State Agency Contact E-Mail Address			Kathy mclandless@wade.mn										
M. Section 34.040.6, RSMo, Letter			X			Follow-Up Notes:							
N. Review Contract Amendment Response/Verification													
O. A. Renewal/Extension Pricing			Buyer/Section Support										
P. B. Section 34.040.6, RSMo			Buyer/Section Support										
Q. C. Performance Security Deposit/Surety Bond			Buyer/Section Support										
R. D. Renewal/Extension with Cost Savings Language			Buyer										
S. E. Statewide Notice			Buyer										
T. F. SFS Authorized Limit \$			Buyer										
U. G. Contract Assignment Only/Verifications - Complete unless completed in Step 2 above													
V. 1. E-Verify Exhibit/Affidavit/Documentation			Buyer/Section Support										
W. 2. Assignment and Consent Form			Buyer/Section Support										
X. 3. Purchasing Suspension List			Buyer/Section Support										
Y. 4. Federal Suspension - SAM.GOV			Buyer/Section Support										
Z. 5. Labor Stds - OA/FMDC Contractor Debarment Lists			Buyer/Section Support										
AA. Prepare Contract Amendment Award Document/Statewide Notice			Buyer/Section Support			JK			9-7-18				
AB. Review/Approve Contract Amendment Award Document			Buyer			JK			9-10-18				
AC. Initial Date			9/10			9-10-18			12/3			9-11-18	
AD. Process Contract Amendment			Buyer/Section Support			DT			9-13-18				
AE. AM 300 PMM			00 80686 mv			DT			9-13-18				
AF. Distribute E-Verify & SDV Documents			Buyer/Section Support										
AG. E-Mail/Fax NOA to Contractor/Assignee & Agency Contact			Buyer/Section Support			DT			9-13-18				
AH. Copy/Save As Statewide Notice to Internet Folder			Buyer/Section Support										
AI. Log Participation Commitment Information			Central Support-Participation			KW			9-17-18				
AJ. Image Contract Amendment Packet			Central Support-Imaging			ST			9-20				